

VILLAGE OF KEY BISCAYNE
DEPARTMENT OF PARKS AND RECREATION

IMPORTANT REGISTRATION INFORMATION

SPORT		REGISTRATION CLOSE DATE	
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REGISTRATION & PAYMENT

Registration is “first come, first serve” based on program participant capacity. Full payment by check, cash, or credit card is due by the Registration Close Date unless you have an approved Installment Payment Plan.

INSTALLMENT PAYMENT PLAN

The Installment Payment Plan will only be offered to Village residents in good standing. Installment Payment Plan is only offered with Credit Card drafts only. The plan is composed of (3) equal payments:

1 st Payment	Due Prior to Close of Registration
2 nd Payment	Due Prior to 1 st Scheduled Game
3 rd Payment	Due Midseason (<i>date determined by DPR</i>)

TERMS

Players will be given a one week grace period after the payment due date to remain current and eligible. After this grace period, the player will be deemed ineligible and will be removed from the team with the exception of players missing the 3rd installment payment. These players will be allowed to finish the season with their team, however, they will no longer be eligible to participate in any future installment payment plans.

FINANCIAL AID

The Village of Key Biscayne offers a limited amount of Financial Aid for Youth Sports programs based on demonstrated need. **FINANCIAL AID APPLICATIONS ARE DUE 3 WEEKS PRIOR TO THE CLOSE OF REGISTRATION.** Please email Todd Hofferberth at thofferberth@keybiscayne.fl.gov to receive an application form.

PARENT & PLAYERS CODE OF CONDUCT

All parents and players must sign a Parent & Player Code of Conduct with their registration. Violations of this Code of Conduct may result in disciplinary action by the 3 member Disciplinary Committee.

PROGRAM DIRECTOR & COACHES

Your primary point of contact regarding your son’s team will be their assigned coach. Program Managers will provide you with regular emails including league, status and schedule updates. If you have an issue that cannot be resolved with your coach you may contact your sport’s Program Manager.

PLEASE VISIT OUR YOUTH ATHLETICS WEBSITE AT www.activeislander.org for more information.